

## INSTRUCTIONS FOR AUTHORS

**Editorial policy** — *Suo* (Mires and peat) is a quarterly journal publishing original papers on all aspects of mire and peat research, conservation and utilisation. Review articles as well as congress and symposium reports, book reviews and news may also be published.

**Submission of manuscripts** — Papers should be written either in English, Finnish or Swedish. Manuscript (three paper copies and electronic files) should be sent to:

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Each article will be reviewed by at least two referees. If accepted, the author(s) will be asked to transfer the copyright ownership of the manuscript to the publisher, so that requests for reproduction may be taken care of by the publisher.

**Arrangement** — Manuscripts should follow this sequence:

Title page  
Abstract and Key words  
Text  
Acknowledgements  
References  
Tables (incl. Table headings)  
Figures (incl. Figure legends)  
Summary

They should be double-spaced with a generous margin, and pages should be numbered consecutively, including those containing acknowledgements, references, tables and figures. **Do not hyphenate, justify or use other special features. Use "Normal" -text style, only.**

The title page should contain the full addresses of the author(s), including affiliations. If there are several authors, the corresponding author, if not the first-named, should be indicated. The telephone and fax numbers and, preferably, the e-mail address of the corresponding author should be given.

All papers should start with an abstract in English, not exceeding 180 words, followed by key words in alphabetical order.

Three headings are to be used: **PRINCIPAL HEADING** (in upper case), **First subheading** (in boldface) and *Second subheading* (in italics). Normally, the following headings should be used: Introduction, Material and Methods, Results, Discussion.

Text references should be written thus: Cajander (1913), Bubier et al. (1993) (if more than two authors) or (Botch & Masing 1979, Jauhiainen & Vasander 1994), in chronological order. The references in the reference list should be in alphabetical order with the journal names unabbreviated. Give titles of papers cited in the language in which they have been written, but include the name of an English (or other congress language) abstract/summary, if available. If the paper is in English, Finnish/Swedish names need not be given. If several works by the same author are cited, please order the references as follows:

Author: chronologically.

Author & coauthor: alphabetically according to coauthor, then chronologically.

Author et al. (several coauthors): chronologically.

References should only be cited as 'in press' if the paper has been accepted for publication. Unpublished documents should not be cited. For transliteration of Cyrillic characters, use British Standard 2979: 1958, simplest version, for English text and SFS 4900: 1983 for Finnish and Swedish (or consult the Editor).

Examples:

Aarne, M. (ed.) 1992. Yearbook of forest statistics 1990–91. *Folia Forestalia* 790: 1–281.

Botch, M. S. & Masing, V. V. 1979. *Ekosistemy bolot SSSR*. Nauka, Leningrad. 187 pp.

Bubier, J. L., Moore, T. R. & Roulet, N. T. 1993. Methane emissions from wetlands in the midboreal region of northern Ontario, Canada. *Ecology* 74: 2240–2254.

Cajander, A. K. 1913. Studien über die Moore Finnlands. *Acta Forestalia Fennica* 2(3): 1–208.

Hotanen, J.-P. 1990. Esimerkki pseudolajien runsauskynnysten muuntelun vaikutuksesta TWINSPAN-luokittelussa (Summary: The effect of pseudospecies cut level settings on the results of TWINSPAN classification). *Suo* 41: 43–53.

Jauhiainen, J. & Vasander, H. 1994. The effects of elevated N-input and CO<sub>2</sub> on *Sphagna* with different trophic levels. In: Kanninen, M. & Heikinheimo, P. (eds). *The Finnish Research Programme on Climate Change*. Second progress report. Publications of the Academy of Finland 1/94, pp. 251–256. Painatuskeskus, Helsinki.

Tables and Figures should be numbered with an explanatory heading, each on a separate sheet. They should be comprehensible independent of the text itself.

Figures should be of high quality, photographs preferably as black-and-white prints (files: TIFF/JPEG, min. 300 ppi). Colour reproductions can be made if necessary, but the author will be charged full costs. Tables and Figs. should be planned to appear with a maximum final width of 68 mm (column width) or 142 mm (page width), and a height up to but not exceeding 180 mm, depending on the length of the figure legend. Indicate the approximate locations within the text in the margin.

Manuscripts in Finnish and Swedish should have an English summary, table headings and figure legends. Manuscripts in English should have the summary, table headings and figure legends in Finnish. For contributors illiterate in Finnish, translation will be taken care of by the publisher.

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**If you need any further information, please consult the Editor.**